

## HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENT #**

10-172A

**OPEN PERIOD:**

9/10/2010 – 10/10/2010

**JOB TITLE:**

Supervisory Quality  
Assurance Specialist

**PAY GRADE AND SERIES:**

GS-1910-12

**PAY RANGE:**

\$68,809 - \$89,450

**POSITION LOCATION:**

Fresno, CA

**UNIT:**

144<sup>th</sup> FW

**PDCN #: 80833000**
**Security Clearance Required:**

Secret

**APPOINTMENT TYPE: PERMANENT - DUAL STATUS**
**AREA OF CONSIDERATION: ALL SOURCES**

Military grade of E-8 through E-9

**Compatible Military Grade Assignment: AFSC 2W1XX, 2AXXX**
**Key Requirements:**
**THIS IS A PERMANENT POSITION**

This position is located in an Air National Guard Aviation Wing, Maintenance Group. The purpose of this position is to supervise, establish and direct a planned, systematic approach of a quality assurance program designed to provide the maintenance managers confidence that aircraft, aircraft systems, products or supporting processes conform to technical, safety, work load and customer requirements. The position serves as the Supervisor of the Quality Assurance Division. In that capacity, the supervisor plans, implements, and executes a quality assurance program that includes independent surveillance and evaluations of all assigned aircraft, aircraft components, and maintenance personnel. Plans, directs, organizes, and exercises control over Quality Assurance Specialists (non-supervisory employees) assigned utilizing a comprehensive knowledge of aircraft to include electronic equipment and systems, manual and automatic flight controls, airframe, landing gear, pneudraulics, and jet engine propulsion, armament, munitions, and associated systems. Applies a comprehensive knowledge of employee relations, management techniques, peer mediation, root cause analysis, trending, and statistical methods. Base level of work supervised is at the GS-11 level.

**Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.**

**PAYMENT OF PERMANENT CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) IS NOT authorized, based on a determination that PCS move is not in the Government interest**

**SUBJECT to NIGHT and/or ROTATING SHIFTS.**

**Position Requires Travel: Infrequent/Rare.**

**QUALIFICATIONS and EVALUATION:**

**General:** Experience, education, or training which demonstrates the applicant's skill to present technical information verbally or in written in forms; skill to collect and analyze data; skill to apply guideline material by reading and interpreting technical material, and skill in dealing with others in a work relationship.

**Supervisory Quality Assurance Specialist GS-1910-12:** Must have 36 months of specialized experience which has provided a broad knowledge of the conduct or range of products involved, the manufacturing methods and techniques, special processes, test and performance requirements; and skill in developing plans and programs; experience possessed by an expert in the area of specialization (i.e., electronics, ammunition, aircraft, etc.) able to give technical direction to otherwise competent workers. Able to determine operations when difficult and questionable phases of malfunctions are found; experience in the preparation of technical reports on quality levels to identify specific problem areas and to recommend corrective action; experience which required significant and concrete work accomplishments (i.e.. special projects, working groups, or detailing assignments; and involved interpersonal contacts in a quality assurance or related field.

**KNOWLEDGE, SKILLS, AND ABILITIES:** The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge of quality assurance procedures and methods, and the sources of pertinent regulatory and guideline material related to the functional activity supported by the quality assurance program.
2. Knowledge of pertinent characteristics of the product(s) involved the operations or possesses affecting critical characteristics, test and inspection techniques, the techniques for assessing operations or processes to detect unsatisfactory conditions.
3. Skill in developing quality data sources, recognizing discrepancies, detecting trends, investigating to develop additional or corroborative information, and preparing documented technical reports of findings.
4. Skill in interpreting, and explaining a variety of technical requirement sin making independent judgments concerning such things as the extent to which procedures conform to requirements, or that procedures are effective in controlling quality,

**SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE:** A maximum of 12 months of the required experience may be substituted by successful completion of undergraduate study in an accredited college or university at the rate of 30 semester hours for 12 months experience. The education must have been in related fields or a discipline directly related to the specification involved in the career pattern of the position to be filled.

**COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE**

**CONDITIONS OF EMPLOYMENT:**

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA Air National Guard and wear appropriate military uniform and comply with required grooming standards.

**HOW TO APPLY:**

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current résumé\*.
2. Submit any required documents (see Required Documents below).
3. Submit application package and title file "Résumé" or "Application" with your first and last name to the California National Guard – HRO Office via email at: [NGCAHRJOBSTECH@NG.ARMY.MIL](mailto:NGCAHRJOBSTECH@NG.ARMY.MIL)
4. Please ensure that the Vacancy Announcement number and position title is indicated in the "subject" line of email.
5. When emailing documents, please submit them in one PDF file or Word file if possible.
6. When emailing documents **PLEASE TRY TO LIMIT THE DOCUMENT TO 5 PAGES OR LESS**. Large files or documents will be rejected by the email server and will not be viewable for rating for qualifications of this office.

**CONTACT THE HRO STAFFING TEAM AT (916) 854-3350 IF YOU DO NOT RECEIVE CONFIRMATION OF RECEIPT EMAIL WITHIN 2 BUSINESS DAYS**

**\*\*FOR HELP WITH WRITING A RESUME, PLEASE FOLLOW THIS LINK\*\***

**REQUIRED DOCUMENTS (Application Packet):**

- OF 612, Optional Application for Federal Employment **OR** current résumé\* (mandatory)
- Transcripts, if applicable

**OPTIONAL DOCUMENT (Application Packet):**

- SF 181, Ethnicity and Race Identification Form

**THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARD CERTIFICATES OR LETTERS OF APPRECIATION.**

**\*CREDITING EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK**

EXPERIENCE SECTION OF THE APPLICATION AND/OR RÉSUMÉ. THE LEVEL OF EXPERIENCE IS DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED. BE DESCRIPTIVE, A SIMPLE LIST OF JOB TITLES AND DATES WILL NOT SUFFICE.

**APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE**

[www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr) and at [www.opm.gov/forms/](http://www.opm.gov/forms/) .

**APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: [NGCAHRJOBSTECH@NG.ARMY.MIL](mailto:NGCAHRJOBSTECH@NG.ARMY.MIL)**

**The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Résumés and Applications (OF 612) must include a valid return email address.**

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of Consideration. The rating you receive is based on your application and supporting documents you provide. Please follow all instructions carefully. **Applications and/or résumés without a current return email will not be considered.** Errors or insufficient information may affect your rating. See the HRO website for additional tips on how to apply and résumé requirements.

**ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.**

**VETERANS PREFERENCE DOES NOT APPLY.**

**All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to [NGCAHRJOBSTECH@NG.ARMY.MIL](mailto:NGCAHRJOBSTECH@NG.ARMY.MIL)**

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**